

### Fire Prevention Office

#### Fire Prevention Overview

Acting Captain Charles Stone is assigned to the fire prevention division. This office is primarily charged with fire code enforcement, the oversight of fire safety inspections, construction plan review and inspections and the permitting of a variety of fire protection and safety items. Secondary responsibilities include fire education and fire cause and origin investigations.

#### Fees

Please [click here](#) to see the complete permit fee schedule.

#### Construction Plan Review Process

Three sets of plans will be submitted to the [Bedford Building Department](#). The Building Official will transmit one set of plans to the Fire Department for review.

Specifically, for the Fire Department Review we request the following information:

- \* A code summary
- \* A detailed fire protection narrative as required by 780 CMR 9.03
- \* A full set of fire protection plans
- \* For F, H, M, and S use groups, an "Owners Certificate" (NFPA 13) that describes the hazard classifications, storage location/type, and quantities of flammable combustibles and storage commodities

#### Fire Protection System Permitting Process

The installation or modification of any fire protection system requires a permit from the Fire Department.

The application should include the following:

- \* Shop drawings with applicants name and professional license number (engineer's stamp as

required)

- \* Brief written description of work
- \* Equipment submittals
- \* Applicable calculations
- \* Copy of Fire Protection Narrative (as outlined in 780 CMR 9)
- \* Owner's Certificate for fire suppression systems (as outlined in NFPA 13)

### Propane Installation Permits

Site Plan Sketch showing location of tank(s) in relation to closest property line and openings in structures

### Cutting/Welding Permits

Prior to the issuance of the permit, the applicant shall provide written authorization signed by the property owner or his agent describing the scope and specific locations where the work is to be performed.

\* The Fire Department requires a **paid fire detail** for all hotwork performed indoors and/or on the exterior structure of all occupied buildings, and for cutting/burning operations in buildings under demolition.

\* A fire detail is not required for hotwork performed in unoccupied buildings under construction, however, a **fire watch** is required to be provided by the welding contractor.

### Flammable Storage Permits

Prior to the issuance of the permit, the applicant must provide an inventory of all flammable or combustibles stored on site.

The inventory document shall include the following information:

- \* Chemical/Product Name
- \* Maximum Quantity Gallons/Pounds
- \* Flashpoint
- \* Classification
- \* Storage Vessel
- \* Location Where Stored/Used

Example:

Chemical/Product Name	Maximum Quantity Gallons/Pounds	Flashpoint	Classification
Methanol	5 Gal	54F	Class 1B

### Open Burning Permits

Applications for open burning permits are available online [here](#) or at the Fire Department administration office.

### All Other Permits

Follow the guidelines outlined in the applicable section Massachusetts Fire Prevention Code 527.

### Code Enforcement and Inspections

The Fire Prevention Office conducts the following inspections:

- \* Annual inspections of all buildings holding flammable storage permits
- \* Inspections of all new oil burner/tank installations
- \* New propane installations
- \* Bi-annual inspections of all tank trucks registered in town
- \* Removal of any underground storage tank
- \* Final Fire Department inspections of new and renovated construction projects

The fire prevention office coordinates quarterly and semi-annual inspections conducted by the suppression groups on the following type of facilities:

- \* Schools
- \* Churches
- \* Public Buildings
- \* Healthcare facilities
- \* High Hazard Occupancies (buildings with relatively large amounts of flammable or hazardous materials)

The fire prevention officers provide code enforcement support for these inspections.

### Fire Investigation

Fire Prevention is also charged with investigating all fires which occur in our community, including; house fires, industrial fires, car fires and forest fires. Bedford uses a team approach to fire investigation. The team consists of the Fire Prevention officers and detectives from the [Bedford Police Department](#)

. For suspicious and/or large fires, we also team with members from the [Office of the State Fire Marshal](#)

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The Arson Watch Reward Program provides up to a \$5,000 reward for information leading to an

arrest and conviction and can be reached at **(800) 682-9229**.

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